

A Parcel of Piney Flats
Extract from an Original 1782 Land Grant

STATE OF NORTH CAROLINA

N^o 69

To all whome these presents shall come greeting Know ye that we for and in consideration of the sum of fifty shillings for every hundred acres hereby granted paid into our treasury by Arnold Shell have given and granted and by these presents do give and grant unto the s Arnold Shell a tract of Land Containing four hundred acres lying and being in our County of Sullivan on the south side of Holstin river Beginning at a black oak and two white oaks on the river bank then south one hundred and sixty eight poles go a W oak then south forty five east two hundred and ten poles to a pine thence north twenty eight east one hundred and thirty six poles to a Cherry tree and white walnut thence south forty three east sixteen pole to a forked walnut then north thirty seven east one hundred and twenty poles to a red oak Thence north eighty six West forty three poles to the Beginning As 'by the plat hereunto annexed doth appear together with all woods, waters, mines, minerals hereditamants to the s Land belonging or appertaining to hold to the s Arnold Shell his heirs and assigns forever yealding and paying to us such sums of money yearly or otherwise as our General assembly from time to time may direct provided allways that the sd Arnold Shell shall cause this grant to be registered in the registers office of our s County of Sullivan within twelve monthes from the date hereof otherwise the same shall be void and of none effect In testimony whereof we have caused our great seal to be hereunto affixed Witness Alex. Martin Esqr our Governor Captain general and Commander in Chief at Fairfield the twenty third day of October in the seventh year of our Independence and in the year of our Lord one thousand seven hundred and Eighty two -

By his Excllys Com-
I Glasgow Sec

Alex. Martin

PINEY FLATS VILLAGE
Historic District
Piney Flats, Tennessee

Adopted on May 18, 2009
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HISTORIC DISTRICT (H-2)

PINEY FLATS VILLAGE HISTORIC DISTRICT DESIGN GUIDELINES

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INTRODUCTION

In 1782, several acres of land were granted to Arnold Shell which was to later become Piney Flats. This land was originally located in what was known as “The Forks” - the area between the forks of the Holston and Watauga Rivers. The name originated from the descriptive term for the “pine flats” near the present site of the Wolfe Brothers Furniture Company. It was so called by its early settlers who designated the area as a meeting place for organized hunts necessary to help eliminate the wolves that constantly threatened their livestock. The name continued even when more civilized fox hunting replaced the wolf hunts. In the mid-1800’s, construction began for a railroad. To help accommodate the laborers, Andrew Shell, Arnold Shell’s son, who owned most of the surrounding property, applied for a post office at the “Piney Flats”. The request was granted, Andrew became the first postmaster and Piney Flats became the official name and a village was established and began to grow.

Piney Flats is old enough to have a genuine history, but fortunate in that many current residents are descendants of the original settlers and are available to relate that history to members of the community. The purpose of these guidelines is to acquaint the residents of the Piney Flats Village Historic District with their heritage and with the responsibility that accompanies the privilege of living in an historic district.

Each and every building in the district contributes to the unique character of the area. The architecture, history and overall significance of this area have resulted in the application of several homes to be placed on the National Register of Historic Places.

If the built environment is significantly altered, the district will lose an irreplaceable asset – its visible historic identity. As part of their effort to avert such a loss, these guidelines contain recommendations and suggestions organized in conformity with the ten basic principles for sensitive rehabilitation as put forth by the Secretary of the Interior.

Physical deterioration and new development have been eroding the historic qualities of the district. These design guidelines are intended to guide restoration and preservation of the district's historic character for the benefit of Piney Flats and Sullivan County residents. The purpose of the guidelines is to preserve and protect the legacy of Piney Flats Village’s Historic District while assisting in appropriately themed rejuvenation.

Rooted in design principles and preservation standards used by historic districts across the country, the guidelines seek to develop and maintain a pedestrian friendly village environment that enhances and contributes to social, cultural, and economic quality of life while preserving the community's rich heritage for future generations. The guidelines will be used as objective standards for the design review process. They pertain only to exterior design. Elements of new construction must consider traditional pedestrian oriented and appropriately themed design principles.

Benefits from sound design principles include property owner's investment protection from inappropriate and incompatible design and respectful rehabilitation leading to district renaissance and enhanced property values.

Sections III through VIII detail procedures to be followed by owners, architects, and contractors; guidelines for rehabilitation; guidelines for new construction and additions; guidelines for a historically sensitive streetscape; and guidelines for demolition or relocation of existing structures. A useful glossary of important definitions and architectural terms, recommended maintenance, and a guide to other resources is appended.

Property within the Piney Flats Village Historic District shall be subject to design review when planning demolition and certain types of construction work. To determine if design review is necessary and which chapter applies, the following chart should be used as a guide.

Guidelines Chart

(Exterior only)

COA stands for **Certificate of Appropriateness**

(Replacement materials or if the project meets the Design Guidelines requires only administrative approval. If there are questions, applications will be considered by the Sullivan County Regional Historic Zoning Commission.)

TYPE OF WORK	PERMIT & APPROVAL				RELEVANT CHAPTER <small>(detailed information included within guidelines)</small>				
	NO APPROVAL REQUIRED	COA* APPROVAL REQUIRED – STAFF**	COA* APPROVAL REQUIRED - HZC	BUILDING PERMIT REQUIRED	REHABILITATION & RENOVATION	NEW CONSTRUCTION	STREETSCAPES	DEMOLITION	RELOCATION
Additions			X	X	X	X	X		
Alterations (exterior)			X	X	X	X	X		
Awnings		X	X	X	X		X		
Brick Work		X			X	X			
Demolition			X					X	
Doors		X	X		X				
Fences		X	X		X		X		
Glass (Replacement)	X***	X	X		X				
Gutter/Downspouts		X	X		X				
Hardscaping		X					X		
Interior Renovations	X								
Landscaping		X			X		X		
Light Fixtures		X	X				X		
Masonry (Cleaning/Repair)		X	X		X				
Mechanical Systems		X	X		X		X		
Moving Structures			X	X	X				X
New Structures			X	X	X	X			
Parking Lots		X	X		X		X		
Roofs		X	X	X	X				
Routine Maintenance	X								
Sidewalks		X	X				X		
Siding		X	X		X				
Signs		X	X	X			X		
Skylights		X	X		X		X		
Storm Doors and/or Windows		X	X		X				
Windows		X	X		X				

** Simple replacement with same or similar glass does not require a COA.

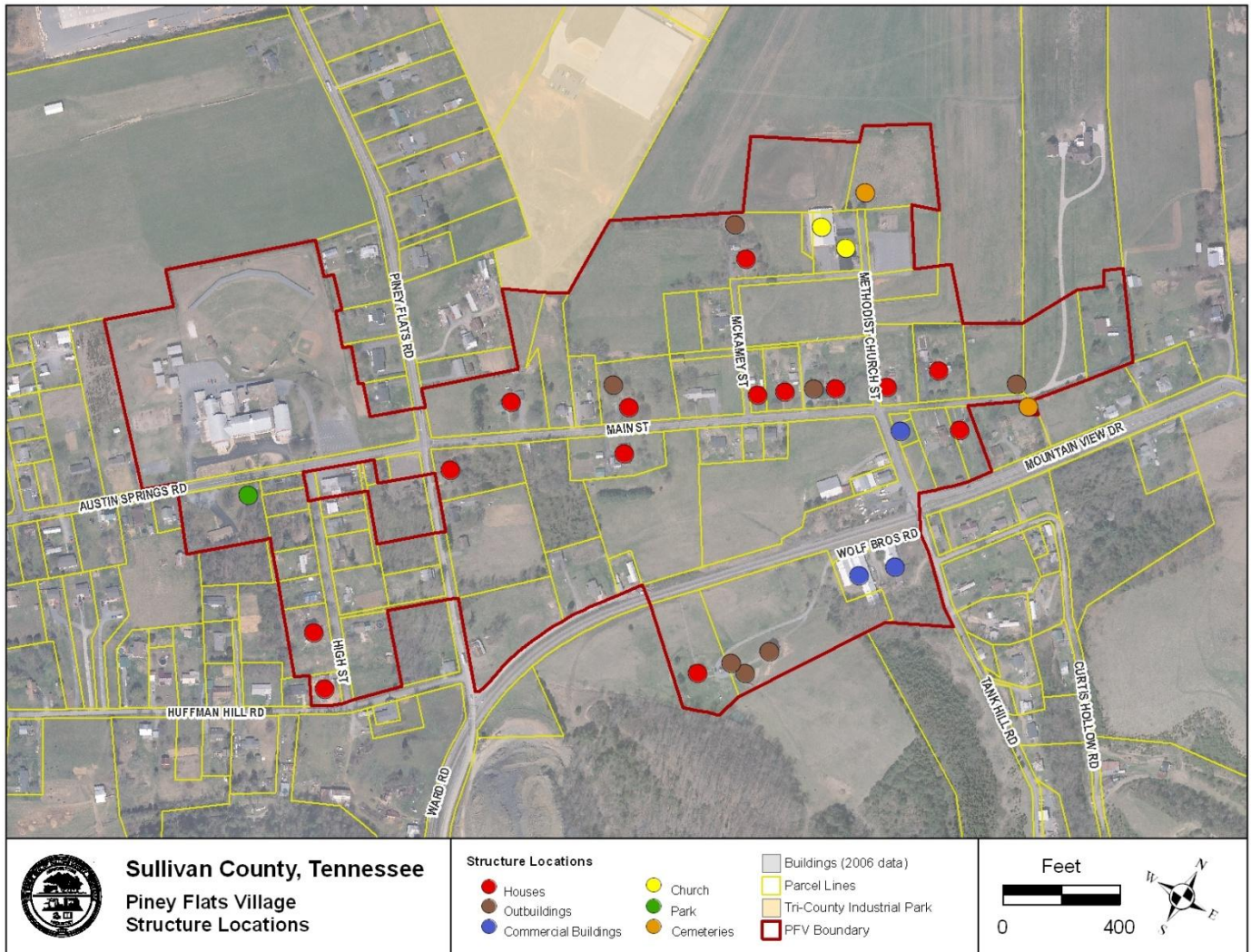
*** All new construction and/or additions require a building permit and/or site plan approval from the Planning & Zoning Department prior to a COA and/or Certificate of Occupancy prior to occupancy. Certain structural awnings and brickwork that involve retaining walls may also require a building permit.

**** Any new or revised changes to non-residential plans, such as a parking lot, require approval from the Sullivan County Regional Historic Zoning Commission and/or staff.

I. THE HISTORIC DISTRICT

A. Geographic Overview

The district is generally bounded by and includes structures shown on the following map as highlighted in red:



For specific area designation, see the official Historic Zoning Overlay District Map located within the Planning & Zoning Department in the Sullivan County Courthouse.



B. Historic Overview

Piney Flats Village's Historic District has represented an important part of the community's heritage and will be a valuable community resource when properly planned, developed and redeveloped. Piney Flats became established as a growing village in 1888, when John Bunyan Wolfe moved his furniture business from his home to its present site, thus offering employment to a number of nearby families. Soon after, several other businesses located in the Piney Flats area including a canning factory and several general stores.

In the absence of design guidelines, demolition of historic structures, and new development occurred during the final decades of the 20th century. Deterioration resulting from a lack of maintenance, "modernization" and insensitive renovation of historic structures erode the historic character of the district.

A local movement to rehabilitate and preserve historic districts is infusing new life into Sullivan County. These guidelines are intended to help property owners and associates value the historical character of their buildings and to understand methods of respectful rehabilitation and maintenance. Preserving and building on the investment of previous generations will enhance the Piney Flats Village.

C. Architectural Style

The combined details and forms of Colonial Revival and Victorian styles became popular in the Piney Flats Village before 1900 and are still popular today.

Architectural style should be identified when planning rehabilitation work. Architectural research and old photographs are necessary to assure appropriate rehabilitation. If you have questions, contact the staff for the Historic Zoning Commission.

II. PURPOSE OF DESIGN GUIDELINES

A. Design Goals

- To restore and preserve historic character when rehabilitating a building.
- To design new construction that respects and is compatible with the scale, setback, and rhythm of existing buildings.
- To avoid demolition by properly maintaining existing buildings.
- To ensure that public improvements complement district character.
- To promote visual harmony among buildings while allowing for variety and creative design.
- To enhance the small town charm of the historic district as an interesting and appealing "visual" center of the community for residents and visitors.
- To develop an environment that increases pedestrian activity, contributes to citizen's quality of life and encourages quality commerce adjacent to the village.
- To preserve the historic character and architectural resources of the village for present and future generations.
- To encourage aesthetically pleasing landscaping and development of usable green spaces.

B. Design Guidelines and Design Review

The design guidelines address exterior features, particularly the defining characteristics on façades and publicly visible areas. Rather than rules dictating a particular style, the guidelines offer a range of options for achieving design compatibility within the district. The guidelines emphasize preservation over complete restoration. This approach is illustrated by descriptors such as repair, retain, maintain, and protect. The emphasis is to retain original pre-1940 structures. The preference is to repair rather than replace original material; to maintain, for example, original brick details, timbers and clapboarding; and to protect original façade features that mark a building's historical integrity.

For new development, traditional building materials such as stone, brick and wood are accepted. Vinyl, aluminum and synthetic plaster are not acceptable building materials except on window trim and exterior ornamentation. The relationship between the proposed building and the existing structures comprising the surrounding streetscape will be carefully considered and reviewed.

C. Uses and Benefits of Guidelines and Design Review

The guidelines are based on design principles and preservation standards used in historic districts across the country. They will be the standard in the review process for all publicly visible renovations and new construction projects and for all demolition / relocation projects within the district. Design guidelines for landscaping as well as signs and other streetscape elements are included. Building owners, tenants, and designers are encouraged to use guidelines early in the planning of buildings, alterations, or improvement projects to assure appropriateness and minimize later design changes.

- **Beginning a design.** Unnecessary guesswork as to the appropriateness or acceptability of a design is avoided.
- **Working with an architect.** Knowing which types of designs are encouraged helps owners formulate clear design requests.
- **Working with the Historic Zoning Commission.** The guidelines establish a common reference point for building designers and the Historic Zoning Commission.

The guidelines are intended to promote and protect the architectural integrity of the individual buildings as well as the unique character of the historic district as an entity. All of Sullivan County benefits, particularly Piney Flats residents and local property owners, whose actions impact the adjacent property values.

- **Benefits to all of Sullivan County.** Revitalizing Piney Flats Village will contribute to adjacent desirable economic development, increase property values and increase the tax base. Historic districts attract new residents, promote tourism, and encourage community involvement in on-site educational and recreational activities.
- **Benefits to Piney Flats Village.** Design guidelines encourage authentic rehabilitation that reinforces the historical character and preserves the intrinsic values of the district. Design review assists in preventing deterioration or demolition of contributing buildings and inappropriate new development.
- **Benefits to Local Property Owners.** Village buildings represent financial assets for owners. Historic district designation and use of design review guidelines protect investments from inappropriate new construction and misguided remodeling or demolition. Historic designation and design review not only benefits existing owners, but also typically attracts new buyers with the assurance that their investment will be protected also.

Design Guidelines Do:

- Restore, maintain, and reinforce district character;
- Guide and improve district growth and development;
- Protect property values by avoiding inappropriate design;
- Enhance and protect the visual integrity of the district;
- Provide the standard for objective design review ;
- Serve as a reference for architects, contractors, and property owners;
- Heighten public awareness of the value of historic structures and architecture;
- Provide the framework for making new construction and additions to historic structures compatible with the rest of the district; and
- Provide a family-oriented community.

Design Guidelines Do Not

- Affect the use or zoning of the property; nor do they
- Affect the interior – remodel; the interior you choose without review; nor do they
- Require or force owners or tenants to make changes to a property.
- Design review only occurs when an owner proposes change or construction that requires a Certificate of Appropriateness and a possible Building Permit.
- Prohibit new construction or additions to historic buildings.
- Dictate design decisions.

III. DESIGN PROCEDURES

A. Design Preparation

Historic District Design Guidelines are intended to guide in the design of buildings, additions, and renovations. Guidelines shall not apply to routine building maintenance or interior changes. The Historic Zoning Commission (HZC) is responsible for reviewing changes in the exterior appearance of existing façades visible from the street. HZC reviews new construction to ensure compatibility with existing buildings in the District. Relocated buildings also come under review, and no structure can be demolished until reviewed by the HZC. The HZC will review setbacks, building shape and height, façades, window and door proportions and groupings, overhangs, roofline, streetscape, signage and landscaping. Initial consideration of these design elements is essential. Form and proportion must harmonize with existing design elements in the district.

It is beneficial for the HZC staff to meet with the property owner and builder at pre-design stages to become familiar with the site and discuss the guidelines. This will help ensure that the site plan, proportions, and details will complement existing buildings that have earned the district historic status. A *Certificate of Appropriateness* from the HZC is required before construction begins.

B. Building and Fire Codes Relative to Rehabilitation

The County has formally adopted and currently enforces the *Sullivan County Zoning Resolution*, the *Health & Safety Resolution*, and a freestanding *Flood Damage Prevention Resolution* pursuant to the FEMA Flood Insurance Program. Although the County has not adopted any modern building codes, the International Code Council's Standard Building Codes, the Life Safety Code, and the National Fire Protection Association Code and Standards should guide officials in their decisions regarding rehabilitation of buildings. These modern building codes are difficult to apply rationally to existing structures, and bringing historic buildings into compliance with the current codes required for new construction can be prohibitively expensive. The State Fire Marshal is granted latitude by the Standard Building Code (Section 3401.5) and National Fire Protection Association Code and Standards when applied to the rehabilitation and renovation of historic designated buildings.

When considering the renovation of an existing building, discussions with both the County Planning & Zoning Department and the State's Fire Marshal's Office before any design or construction is started will help avoid problems. Any non-residential project or multi-family project will require additional construction plans review from the local Fire Marshall with the State Fire Marshall's office.

C. Design Review Process

1. **It is the sole responsibility of the applicant to obtain a *Certificate of Appropriateness* before applying for a building permit or beginning work on exterior changes.** An application for a *Certificate of Appropriateness* must be filed with the Planning Office on or before the fifteenth (15th) day of the month and will be heard the following month at the scheduled meeting of the Historic Zoning Commission. The Historic Zoning Commission requires only plans for matters that are being reviewed for a *Certificate of Appropriateness* and not a complete set of plans. HZC meetings are held the third Thursday of every month in the Commission Chambers, located on the second floor of the Sullivan County Historic Courthouse.
2. It shall be the policy of the HZC in regard to an application involving new structures or extensive alterations and/or additions to existing structures that a subcommittee of the HZC shall be available to meet with representatives of the persons or organization involved in the application at an early stage in the design process in order to advise them informally concerning the HZC's guidelines, the nature of the area where the proposed construction is to take place, and any other relevant factors. This subcommittee,

collectively and individually, shall refrain from any indication of approval or disapproval, but shall not, for that reason be barred from a reasonable discussion of the applicant's proposals. No advice or opinion given, or reported as having been given, by any member of the sub-committee at such an informal meeting shall be in any way official or binding upon the HZC at any time. The County should give notice of the need for such a conference to future applicants at the earliest appropriate time.

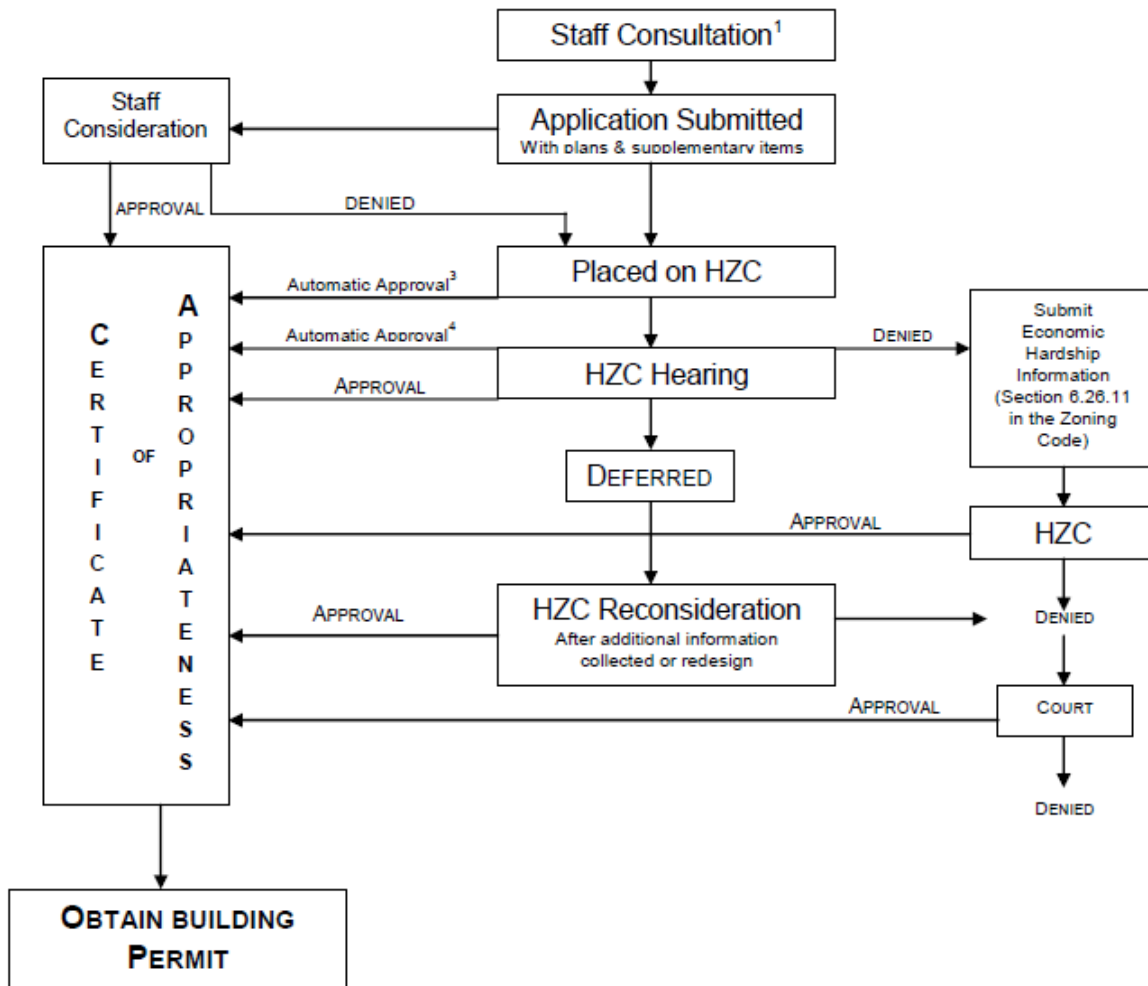
3. The HZC must issue or deny a *Certificate of Appropriateness* within thirty (30) days after the acceptance of an application, except when the time limit has been extended by mutual agreement between the applicant and the HZC. Acceptance is defined to be the time at which the Secretary certifies the application to be complete. If the applicant is not notified within the required thirty (30) days of receiving a completed application, the application shall be deemed approved.
4. The Secretary for the HZC shall notify the applicant of the disposition of the application by personal service or by registered mail and shall file a copy of the decision in the Planning Department. If an application is denied, **such notice shall include the reasons for such actions as defined in the design guidelines.**

D. Design Review Criteria

In reviewing applications for *Certificates of Appropriateness*, the HZC shall consider the historic and architectural significance of the structure. In its review, the HZC shall also take into account the following elements to ensure that the exterior form and appearance of the structure is consistent with the historic character of the District:

- The height of the building in relation to the average height of the nearest adjacent and opposite buildings;
- The setback and placement on lot of the building in relation to the average setback and placement of the nearest adjacent and opposite buildings;
- Exterior construction materials, including textures and patterns;
- Architectural detailing, such as lintels, cornices, brick bond, and foundation materials;
- Roof shapes, overhangs, forms, and materials;
- Proportions, shapes, positioning and locations, patterns and sizes of any elements of fenestration;
- General form and proportions of buildings and structures;
- Appurtenant fixtures and other features such as lighting;
- Structural condition and soundness;
- Architectural scale;
- The rhythm of doors and windows;
- The size, location, number, and materials of signage; and
- The type, materials, and character of the streetscape.

Certificate of Appropriateness



¹Talk with the Planning Staff concerning proposed work. Obtain the Application for a COA.

²Applications received by the 15th of the month will be heard at the regular meeting of the HZC (3rd Thursday of the following month).

³All applications will be considered by the HZC at the next available meeting after the submission deadline of a completed application or it will be deemed approved, unless the applicant agrees to the deferral.

⁴If the HZC does not render a decision within 30 days of the hearing of the application, it shall be deemed approved. 'Economic Hardship Procedure (Section 6.26.11 of the Zoning Code).

IV. GUIDELINES FOR REHABILITATION & RENOVATION

A. Essential Principles

The alteration of any façade of an existing building within the District is subject to review by the Historic Zoning Commission (HZA) pursuant to the Historic/Conservation District Resolution. Since the purpose of historic zoning is to protect historic properties, the alteration to any original façade of existing buildings should be avoided. Façades contribute historically and architecturally to the character and significance of the district.

Additions to existing structures are discussed in Chapter V, Guidelines for New Construction.

In considering the appropriateness of alterations to existing buildings, the HZA shall be guided by the following principles:

- Avoid removing or altering original historic material or distinctive architectural features: if original and in good shape, it should not be removed or altered.
- Repair rather than replace wherever possible. If replacing, replicate the original based on existing materials. Do not invent something that "might have been".
- When extensive replacement is necessary for severely deteriorated material and replication to exactly match the original is not feasible, the new work should match the character of the original in terms of scale, texture, design, and composition.
- Do not try to make the building look older than it really is. Rehabilitation work should fit the character of the original building.
- The building may contain clues to guide decisions during rehabilitation. Original detailing may be covered with later materials or there may be physical evidence of what the original work was like and where it was located.
- A later addition to an old building, or a non-original façade or storefront may have gained significance over the years. Do not assume it is not historically significant just because it is not part of the original building.
- If no evidence of original materials or detailing exists, alterations should be simply detailed and new in design, yet fit the character of the building.
- Routine maintenance of buildings is recommended. Suggestions for routine maintenance are given on page 16.

B. Façades

- The front elevations or façades of buildings in the historic district are particularly important. Preserve original façades, including windows, doors, transoms and decorative architectural details by maintaining or restoring rather than by replacing.
- Base reproduction for replacement of missing elements on historic evidence such as photographs. If no evidence exists, use similar examples from adjacent structures.
- Preserve original foundation materials and design. Foundations should not be concealed with concrete block, plywood panels, corrugated metal, or other non-original materials.

C. Recommendations for Paint and Paint Colors

Exterior paint should duplicate original colors, be oil based and of high quality. Unpainted masonry should be left unpainted. Paint colors should be appropriate for the dwelling's architectural style and design. Recommendations for appropriate colors for particular architectural styles are available at all recognized paint dealers.

D. Screen and Storm Doors

- Screen and storm doors must be correctly sized to fit entrance openings. Door openings should not be enlarged, reduced, or shortened for new door installation.
- New screen doors must be full-view wood or aluminum with baked-on white enamel or anodized finish in colors complementary to the house. Structural members must align with those of the original door.

- Rear and side entrances can be enhanced by adding simple signage, awnings, and lighting that is related to those of the front elevation. New windows and doors may be added when needed if in keeping with the size, design, materials, proportions, and location of the originals.

E. Windows

- Original windows should be preserved in their original location, size, and design and with original materials and numbers of panes.
- Non-original windows should not be added to primary façades or to secondary façades where readily visible.
- Windows of anodized aluminum or baked-on aluminum are acceptable at the rear or sides of dwellings that are not readily visible from the street, way, or place.
- Windows must be repaired with materials to match the era. If repair is not feasible, replacement should be with new windows to match the original in materials and dimensions.
- New windows should not have snap-on or flush muntins. True divided properly sized muntins that are permanently attached to windows are acceptable.
- Decorative glass windows should be similar to those in original location, in size, and design, and with their original materials and glass pattern and should be repaired rather than replaced. Consultation with a glass specialist is recommended when extensive repairs are needed.
- Screens should be correctly sized to fit the window opening including arched windows. Screens should be wood or baked-on or anodized aluminum and fit within the window frames, not overlap the frames. Screen window panels should be full-view design or have the meeting rail match that of the window behind it.
- Storm windows should be of wood but aluminum full-view design with baked-on white enamel or anodized finish in dark colors are also acceptable.
- Storm windows should be sized and shaped to fit the window opening and should be full-view design or with the central meeting rail at the same location as the historic window. Storm windows with built-in lower screens are acceptable. Interior storm windows are acceptable.
- Window shutters that are original to the building should be maintained, but should not be added unless there is previous physical or photographic evidence of their existence. Shutters should be of louvered or paneled wood construction and should fit the window opening so that if closed they would cover the opening. Vinyl or aluminum construction shutters generally have dimensions or textures that are not compatible with historic dwellings.

F. Porches

- Porches on front and side façades should be maintained in their original design and with original materials and detailing.
- Should not be removed if original to the building.
- Should be repaired or replaced to match the original in design, materials, scale, and placement.
- Porch staircases and steps original to a property should be retained in their original location and configuration. Porches with wood porch floors should have wood steps. Patios and terraces with poured concrete or masonry floors may use poured concrete steps.
- The fronts of buildings should not be enclosed with wood, glass, or other materials that would alter the porch's open appearance.
- May be screened if the structural framework for the screen panels is minimal and the open appearance of the porch is maintained. Screen panels should be placed behind the original features such as columns or railings. Screen panels may not hide decorative details or result in the removal of original porch materials.
- Porches with open areas in the foundation should be filled in as traditional for the type and style of the house, or with decorative wood framed skirting, vertical slats, or lattice panels.
- On front porches, columns and railings must be consistent with historic designs in the district. Balusters and railings should be appropriate for the building's style and period. Porch staircases and steps added to a building should have posts, balusters, treads and risers to match original porch construction.


G. Roofs

- Roofs should be retained in their original shape and pitch with original features such as cresting, chimneys, finials, cupolas, etc.
- Replacement gutters and downspouts should not result in the removal of significant architectural features on the building. Gutters and downspouts of boxed or built-in type should be repaired rather than replaced if possible.
- Original roof shape and pitch must retain original materials such as metal shingles or metal sheet roofing. Slate, asphalt, or fiberglass may be substituted if the original roof material is not economically feasible.
- New asphalt or fiberglass shingles must be in appropriate colors such as dark gray, black, brown, dark red, or dark green.
- Dormers, roof decks, balconies, or other additions may not be added on fronts of dwellings, but may be added on the rear or sides of dwellings if not readily visible.
- Flat roofs should have soldered metal panels added as the surface material. Only if not readily visible are rolled compositions or rubber roofing materials acceptable.
- Roof skylights and vents must be similar to other historic houses in the district. Vents should have ridge vents rather than pot vents. If pot vents are used, they should be sited at rear rooflines. Skylights must be placed at rear roof lines or behind gables or dormers where they are not visible from the street and must be flat or flush with the roof line, not convex or "bubble" designs.

H. Maintenance

In considering the appropriateness of alterations to existing buildings, the HZC recommends specific methods of material maintenance.

- Never sandblast. Cleaning dirt or old paint from a building should be done by the gentlest means possible. No method to clean the brick or masonry surface should be used that destroys the outer patina or "crust" of the brick and exposes the soft inner core which can lead to deterioration. Low-pressure water, detergent, and natural bristle brushes are adequate.
- Existing metal should be maintained. If the metal needs to be stripped, use only a chemical paint remover designed for that purpose, not dry grit blasting.
- Preserve cast iron by maintaining and restoring original cast iron columns and pilasters. Do not conceal or obscure original cast iron columns or pilasters.
- Brick and other masonry should not be coated with silicone-based water sealants. Water sealants or water repellents generally have the affect of keeping interior moisture from evaporating through the walls and damaging the brick.
- Keep brick clean and free of vines, ivy and other plant material. Deeply recessed and crumbling mortar joints must be re-pointed. Re-pointing masonry walls must be done with a soft lime-based mortar mix rather than Portland cement. The mortar color, texture, type, and size of joint must match the original
- When it is necessary to replace brick, it should match the original in color and size. If the new brick is extremely mismatched, painting is acceptable.
- Previously surfaces should be repainted rather than chemically cleaned. Re-point mortar, if necessary, before painting brick.
- Missing details and appropriate materials can sometimes be recreated with a one dimensional paint-scheme.
- Wood siding must be identical to historic homes in the district. If replacement is necessary, wood siding and shingles must be replaced with new siding or shingles to match the original in size, placement, and design. Synthetic replacement materials such as vinyl, masonite, or aluminum are not acceptable. Siding should not be of wood based materials such as particle board, gyp board, or press board which do not possess textures or designs which closely match original wood siding.
- Cracks in wood siding may be repaired with waterproof glue or plastic wood. Large cracks may be filled with caulk followed by putty or plastic wood.
- Wood siding may be insulated if the addition of insulation does not result in alterations to the siding. Plugs or holes for blown-in insulation are not acceptable.

- 
- If asbestos shingle siding is deteriorated or poses a health hazard, it may be removed and replaced with pressure treated wood or other substitute siding. Removal of asbestos siding should follow hazardous material guidelines. Original asbestos should be kept stained or painted.

V. GUIDELINES FOR NEW CONSTRUCTION

A. Essential Principles


The construction or erection of any structure within the District, including additions to existing Buildings and new construction that utilizes existing party walls is subject to review by the Historic Zoning Commission (HZN) pursuant to the Historic/Conservation District Resolution. New construction should compliment and harmonize with other buildings in the District and should be consistent in terms of height, scale, rhythm, and other design characteristics. **Prefabricated structures are not allowed in the Historic District.** Government buildings, church additions and businesses should follow and be consistent with the surrounding village architecture. See Appendix I for examples of architectural style.

B. Residential Building Additions

- Should be located at the rear of dwellings, not on the front or readily visible areas of the sides of dwellings.
- Should be secondary (smaller and simpler) than the original dwelling in scale, design, and placement.
- Should be of a compatible design in keeping with the original dwelling's design, roof shape, materials, color, and location of window, door, and cornice heights, etc.
- Should not imitate an earlier historic style or architectural period.
- Should be constructed to avoid extensive removal or loss of historic materials and to not damage or destroy significant original architectural features.
- Should impact the exterior walls of the original dwelling as minimally as possible. When building additions, use existing door and window openings for connecting the addition to the dwelling.

C. New Primary Residential Buildings (Principal Structures)

- Should maintain, not disrupt, the existing pattern of surrounding historic buildings along the street.
- Variations of rectangular forms are most appropriate for Piney Flats Village.
- New construction should not vary more than one-half story from the predominant building height along a block. This requires new construction to be no more than two-and-one-half stories.
- Most historic dwellings in Piney Flats Village have their primary façades and main entrances oriented toward the street and this characteristic should be maintained in any new construction.
- New construction roof slope ratio must be a 6:12 minimum to a 12:12 maximum.
- Front and side yard setbacks must respect their typical block setbacks.
- Location and proportion of porches, entrances, and divisional bays. Porches should have roof forms of gable, hipped, or shed design and at least cover the entrance. Porches extending partially or fully across the front of the building are recommended. Porches should have columns and railings with balusters that are traditional in design and compatible with the overall character of the building.
- New window openings should be rectangular in shape. Window proportions on the main façade should not exceed three-to-one in the height/width ratio or be any less than two-to one in the height/width ratio, with two-to-one proportions preferred. No horizontal sash, casement, or awning type windows should be placed on the fronts of buildings. Special window types (i.e. oriel, bay, stained, beveled glass) may be considered when compatible with the new structure's design as well as the surrounding area.
- Wood construction is preferred for windows, but vinyl clad or aluminum-clad windows are acceptable when sized for historic window openings. Dark tinted windows, reflective glass and coatings for windows are not acceptable on readily visible sides of buildings.

- 
- Height of foundations should be similar to foundation heights in the area. Foundation heights can increase along the sides or at the rear of a building if necessary to follow slope contours. No slab foundations or at-grade foundations should be utilized on the fronts or readily visible sides of buildings.
 - Most historic dwelling foundations are of stone, brick, or cast concrete and new construction should continue the appearance of these foundation materials. Poured concrete, concrete block, and split-faced concrete are acceptable foundation materials if stucco or other finishes are added to provide a textured surface.
 - Porch height and depth. Porch heights and depths should be consistent with those of adjacent dwellings.
 - New brick construction should closely match typical mortar and brick color tones found in Piney Flat's historic dwelling. Mortars with dark brick colors should be avoided.
 - The details and textures of building materials should be applied in a manner consistent with traditional construction methods and compatible with surrounding structures.
 - Replications are new buildings that closely imitate historic dwellings typically found in the locally designated districts. Replications are acceptable if they are consistent with historic dwellings in their overall form and plan, porch design and placement, window and door treatments, roof forms, and architectural details.

D. New Secondary Residential Buildings (Accessory Structures)

- Garages, sheds and other outbuildings must be smaller in scale than the dwelling.
- Outbuildings should be simple in design but reflect the general character of the associated dwelling. For example, use gable roof forms if the dwelling has a gable roof; hipped roof forms if the dwelling has a hipped roof, etc.
- Outbuildings must be built at traditional locations including at rear lot lines and at the rear of a dwelling.
- New secondary structures must be compatible with the associated dwelling in design, shape, exterior materials, and roof shape.
- Wood paneled doors with windows are appropriate for garages. Doors of vinyl, aluminum, or steel are not appropriate. Garage doors should be of single-car width only, but multiple doors are acceptable.

VI. GUIDELINES FOR STREETSCAPES

A. Signs and Graphics

Signs and Graphics must follow regulations subject to the provisions of the **Sullivan County Zoning Resolution** with additional design guidelines stated below. Most signs can be approved administratively but require a **Certificate of Appropriateness** as well as a **sign permit**. Wall signs do not need a sign permit. Signs that pre-date the adoption of these guidelines may remain and be maintained. Any replacement signs or new signs are subject to the guidelines below:

Wall Signs:

- Internally Illuminated signs are not acceptable; however downcast lighting fixtures on the facades of the building may be placed above the sign. Fixtures should be appropriate to the time period of the historic structure or district.
- New signs must be of traditional materials such as wood, glass, copper or bronze. Sandblasted and painted wood signs are appropriate. Plastic substrate signs are not acceptable.
- One wall sign of 2' by 3' area per building façade is the acceptable limit.
- Logos or symbols for businesses are encouraged.
- Sign faces must use no more than 3 coordinating building colors and traditional lettering.
- Sign faces may not cover or obscure architectural features. Appropriate sign locations include upper façade walls, hanging or mounted inside windows, or projecting from the face of the building with mounting brackets and hardware anchored into mortar.
- Neon lighting is not acceptable

Free-Standing Signs (Directional and Commercial):

- Internally Illuminated signs are not acceptable; however at-grade landscape spot lights are acceptable subject to the **Sullivan County Zoning Resolution** regarding the limitations of glare per Article 8.
- New signs must be of traditional materials such as wood, glass, copper or bronze. Sandblasted and painted wood signs are appropriate.
- Neon lighting is not acceptable.
- On-Premise free-standing directional signs are permitted at ingress and egress points to the property and are limited to three feet in height.
- On-Premise free-standing commercial signs are subject to the sign code per the **Sullivan County Zoning Resolution** as well as the design guidelines stated herein.
- Sign faces must use no more than 4 coordinating building colors and traditional lettering.
- Logos or symbols for businesses are encouraged.

Free-Standing Welcome District Signs:

- Welcome District signs are permitted at gateway points to the district and are subject to approval by the Historic Zoning Commission.
- Internally Illuminated signs are not acceptable; however at-grade landscape spot lights are acceptable subject to the **Sullivan County Zoning Resolution** regarding the limitations of glare per Article 8.
- Neon lighting is not acceptable.

(Amended Sign Guidelines on May 20, 2010 – Public Hearing)

B. Driveways and Parking Lots

- All driveways and parking lots, including landscaping must comply with Sullivan County Zoning Regulations.
- Driveways and parking lots should not be sited in front yards. Parking lots should be located in rear yards. If side yard or adjacent lot parking is required, the parking lot's edge landscape screening must not extend past the front wall of adjacent buildings.
- Driveways in side yards should be of brick, brown pea gravel, concrete tracks, or textured asphalt or concrete designed to look like brick.
- Parking lots must include a minimum of 20% green spaces and be screened with trees, shrubs, hedges, and/or fences at edges and within medians.

C. Sidewalks and Walkways

- Original sidewalks and walkways should be preserved. Imitation of original or early sidewalks materials, details, dimensions, and placement is appropriate.
- New sidewalks or walkways should be composed of brick, brick pavers, brown pea gravel, concrete, or pavers that replicate brick or smooth concrete.
- Asphalt is not allowed in front yards, but may be used in less visible areas.

D. Fences

- Original cast or wrought iron fences should be preserved. Iron fences may be added around late 19th and early 20th century structures.
- Hedges and shrubs are acceptable alternatives for fences.
- Chain link, louver, concrete block, shadowbox or stockade fences are not acceptable. Freestanding brick fences are not acceptable in front yards.
- Painted or stained wood picket or baluster fences are appropriate. Pickets should be no wider than 4". In front yards, wood fences may be no more than 36" high if less than 50% open or no more than 42" high if more than 50% open. Solid board fences are not appropriate in front yards. Wood privacy fences in rear yards may be 6' high and of 4"-6" boards. Privacy fences must be at least half way back from the front to the back walls on the side of a building.

E. Lighting

- Original fixtures should be preserved.
- Light fixtures may be introduced to the exterior of a building when compatible in period, scale and style and mounted on porch ceilings or adjacent to entrances.
- Security lights must be small, simple, and mounted on the rear or sides of buildings.
- Early American freestanding fixtures, based on traditional designs of the late 19th and early 20th centuries are appropriate.

F. Landscaping

- Landscape designs including period trees and shrubs such as oak, maple, hemlock, arborvitae, dogwood, boxwood, yew, nandina and spirea are recommended to enhance historic character and architectural style
- Native fruit tree and heirloom flower and herb use is encouraged. Staff approval is required for significant landscape renovation including demolition of major trees and shrubbery.
- Health and safety measures are acceptable reasons for removal. Landscaping must comply with Sullivan County Zoning Regulations.



G. Hardscaping

Hardscaping original to the dwelling or built before 1940 should be preserved and maintained rather than removed or replaced with new materials. New hardscaping should be constructed of concrete, stone, artificial stone, random rubble, coursed rubble, cobblestones or brick. Timber or railroad tie walls may not be constructed in the fronts of dwellings.

H. Utility and Mechanical Systems

Locate HVAC units, dumpsters and large trash receptacles inconspicuously at the rear or sides of buildings and screen with landscaping, lattice panels, or fencing. Wall or window air conditioning units, water, gas or electric meters, electric conduit and any other utility or mechanical systems should be not be located on front façades.

I. Satellite Dishes and Antennas

Satellite dishes may not be installed in front yards or in readily visible side yards. Dishes may not be installed at readily visible rooflines. Large dishes are not acceptable. Small dishes must be low and screened with landscaping, lattice panels, or fencing.

J. Solar Panels

Solar panels must be located on rear sections of the roof, behind dormers or gables or other areas not visible from the street. Freestanding solar panels must be located at rear yards or on side façades not readily visible from the street. If side yard locations are readily visible, landscaping, fencing, or lattice panels must effectively screen freestanding panels.

K. Yard Features

Pergolas, gazebos, fountains and other yard features must be located in rear yards or side yards effectively screened by fencing or landscaping and should be of appropriate period design and materials such as wood, metal, or brick.



VII. BUILDING RELOCATION

- Moving buildings into any locally designated district may be acceptable if compatible with the district's architectural character through style, period, height, scale, materials, setting, and placement on the lot.
- Moving buildings that contribute to the historic and architectural character of the districts should be avoided unless demolition is the only alternative. Moving outbuildings from one location to another on the same lot is acceptable if the relocation will not be readily visible.

VIII. BUILDING DEMOLITION

Demolition is inappropriate under any of the following conditions:

- A building, object, or structure is of such architectural or historical interest and value that its removal would be detrimental to the public interest and the goals of historic zoning.
- The proposed reuse or new construction would diminish or detract from the predominant character of the District.
- A building, object, or structure is of such old, unusual, or uncommon design and materials that it could not be reproduced without great difficulty and expense.
- A proposed replacement or lack of replacement would make a less positive visual contribution to the District, would disrupt the character of the District, or would be visually incompatible.
- The demolition of a building, object, or structure would negatively impact the character, streetscape, or other buildings, objects, or structures in the District.\

Demolition is only appropriate under any of the following conditions:

- A Competent Governmental Authority has ordered demolition for the public safety because of an unsafe or dangerous condition that constitutes an emergency.
- The Commission determines by the provisions outlined in the Historic/Conservation Resolution for Economic Hardship for demolition based on financing.
- The demolition is required by a final and non-appealable order or ruling of a court, governmental body, or agency having appropriate jurisdiction, and such order or ruling does not allow for the restoration and continued use of the applicable building, object, or structure.
- A building, object, or structure does not contribute to the historical or architectural character and detracts and does not have the potential to contribute to the importance of the District and its removal and the proposed new construction will result in a more positive, appropriate visual effect on the District.

Requirements for Demolition

The provision of Economic Hardship outlined in Section 6.411 of the Zoning Code shall be required if a *Certificate of Appropriateness* to demolish a structure has been denied, whether the structure is classified as contributing or noncontributing.



IX. LEGALITY

A. Effective Date and Presumption

These Guidelines shall take effect upon the date this District is designated a historic conservation district by the Sullivan County Commission or as otherwise ordered by the Historic Zoning Commission (HZC). Upon such date, property owners owning property within the District and all who shall thereafter become property owners of property within the District shall be presumed to have knowledge of the provisions of these Guidelines and have access thereto as a matter of public record, and shall be deemed subject to the provisions of these Guidelines.

B. Amendment

Property owners of the District may recommend amendments to these Guidelines upon:

- Application by any property owner of the District to the HZC; and
- Notice to all property owners in the District of the proposed amendment(s); and
- Approval of such amendments by the HZC pursuant applicable law to approve such amendments.

C. Severability

If any provision of these Guidelines is determined by a court of law or equity, or other governmental body having appropriate jurisdiction, to be void or unenforceable, such provision shall be deemed severed from these Guidelines, and the remaining provisions shall continue in full force and effect.

D. Boundaries

The boundaries of the District shall be designated as a Historic Overlay Zone (H-2) on the Sullivan County Zoning Map. These Guidelines apply to the Piney Flats Village Historic Overlay Zoning District (H-2) as outlined on the official Zoning Map, located in the Planning & Zoning Department of Sullivan County, Tennessee.

APPENDIX I

ARCHITECTURAL STYLE

(The following architectural styles are also illustrated in the photographic inventory notebook provided by the property owners, as presented to the county, with copies on file in the Planning & Zoning Department and the Archives, History and Tourism Department.)

A. Victorian Styles

- a. **Queen Anne** – Examples include *The Mike Massengil House* and *The Ford House*



- b. **Gingerbread** – Examples include *The Hughes House* and *The John Bunyan Wolfe House*



B. Dutch Colonial – Example includes *The Sam D. Hughes House*



C. Arts & Crafts – Examples include *The Jim Shell House* and *the Bess Wolfe House*



D. Bungalow – Example includes *The David Hughes House*



APPENDIX II

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

The Secretary of the Interior's Standards for Rehabilitation are ten basic principles created to help preserve the distinctive character of a historic building and its site, while allowing for reasonable changes to meet new needs.

The Standards (36 CFR Part 67) apply to historic buildings of all periods, styles, types, materials, and sizes. The Standards also encompass related landscape features and the building's site and environment as well as attached, adjacent, or related new construction.

The Standards are applied to projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

APPENDIX III

DEFINITIONS AND ARCHITECTURAL TERMS

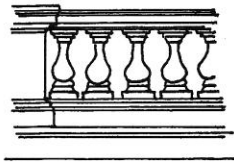
GLOSSARY A

Baluster

A spindle or post which supports a railing

Balustrade

An entire railing system which includes a top rail and balusters



balustrade

Bargeboard

A board which hangs from the projecting edge of a roof gable

Casement A type of window where the sash is hinged on the side



casement window

Cladding

Exterior covering

Clapboard Large wooden boards which are tapered so that they overlap; they are applied horizontally on frame construction houses

Column

A supporting post which is found on porches and balconies; they may be fluted or smooth

Corbel A bracket or ledge which is formed on the building exterior when wood or masonry is extended in successive stages from the wall surface



corbel

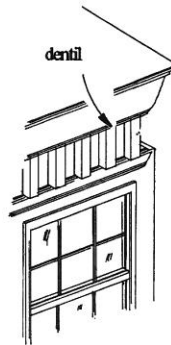
Cornerboard A board used to cover the exposed ends of wood siding to waterproof the siding and give the building a finished appearance

Cornice

The projecting uppermost portion of a wall



cornice



dentil

Dentil

A row of small blocks used as part of the decoration in a frieze or cornice

Dormer

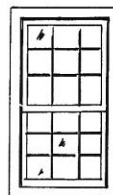
A structural extension of a building's roof, intended to light and head room



dormer

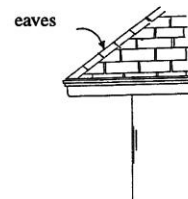
Double-hung windows

A window with two balanced sashes which slide vertically past one another when the window is opened



double-hung window

Eaves The lower portion of the sloping surface of a roof, especially the part that overhangs the building wall



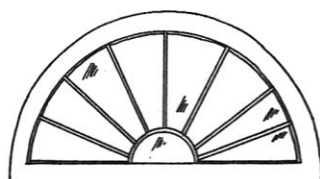
eaves

Elevation A two-dimensional representation or drawing of the exterior face of a building in its entirety

Eyebrow dormer A low curvilinear window located on the slope of a roof

Facade The front view or face of a building

Fanlight A semi-circular window with radiating bars located over a door



fanlight window

Fascia A flat horizontal wood surface used as a facing on the ends of roof rafters and in the cornice area

Half timber Originally, this was exterior wall construction in which the spaces between members of the timber frame were filled with brick, stucco, stone or other materials. In twentieth century revival architecture, this method is used decoratively rather than structurally



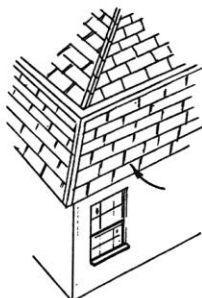
hipped roof

Hipped roof A roof which slopes on all four sides; a hip is the line where two of these slopes meet

Light An individual pane of glass

Lintel A beam supported on vertical posts at its ends—the most common method of spanning an opening

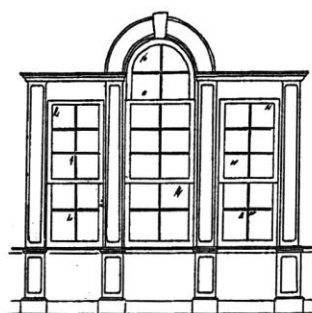
Mansard roof A pitched roof having two slopes, the lower of which is much steeper than the upper roof



Mullion A wooden vertical piece that divides window panes, doors or panels which are set close together in a series

Muntin A wooden piece that makes up the small subdivisions in a multiple pane of glass

Ornamentation Decoration which is not structurally needed and is used to increase distinctiveness and visual interest to the facade or other building elements



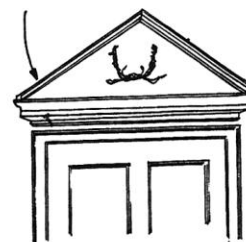
Palladian window

Palladian window An arched opening flanked by two smaller squared-headed openings which are usually windows

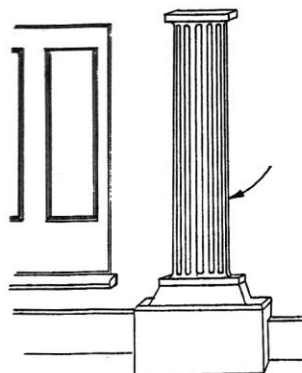
Parapet The portion of an exterior wall which is raised entirely above the roof, usually in the form of a low retaining wall

Pediment A triangular or segmentally-curved gable

Pilaster A column usually attached to the wall



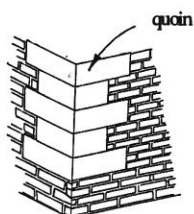
pediment



Plaza An open space, usually sheltered by pillars or posts, along the side of a house; also called a veranda or porch

Portico An entrance porch, usually supported by posts and sheltering only the entry

Preservation Maintaining a building's current appearance through maintenance and repair



Quoin Decorative masonry treatment at the corners of a building

Rehabilitation The process of returning a property

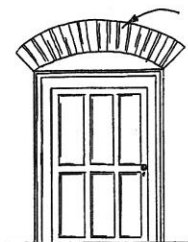
to the form it held at a particular date through repair or alteration while preserving significant architectural features

Remodel To add to, take from or change an original structure

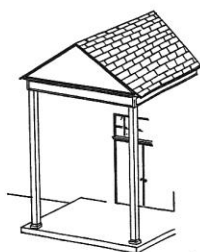
Restoration Returning a property to the form it held at a particular date or period of time

Roof rafter Long wooden structural members which run from ridge to eaves and provide support for roof sheathing and roofing materials

Segmental arch A circular arch which does not extend on the sides to a full half-circle; often found at the top of windows



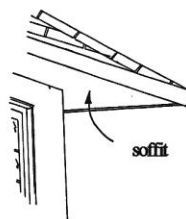
segmental arch



portico

Sheathing A sub-surface material, usually wood, which is used to cover exterior walls or roofs before siding or shingles are applied

Sidelight A glass panel, usually with multiple panes, which is located on either side of a door.



Soffit A flat wooden member used to finish the undersurface of any overhead exposed part of a building

Transom A glass panel, either fixed or movable, which is placed over a door or window to aid

air circulation or increase light

Vapor barrier A waterproof material which is used to prevent moisture from migrating from a damp area to a dry area where it might cause a problem

Veranda A broad porch which usually runs the width of a facade

Vernacular Architecture which draws more on folk traditions and plain building techniques rather than on rules, principles and ornamentation of traditional architectural styles

GLOSSARY B

Adaptive Use: Rehabilitation of a historic structure for use other than its original use such as a residence converted into offices.

Addition: New construction added to an existing building or structure.

Alteration: Work which impacts any exterior architectural feature including construction, reconstruction, repair, or removal of any building element.

Appropriate: Especially suitable or compatible.

Arch: A curved construction of wedge-shaped stones or bricks, which spans an opening and supports the weight above it. (See flat arch, jack arch, segmental arch and semi-circular arch)

Attic: The upper level of a building, not of full ceiling height, directly beneath the roof.

Baluster: One of a series of short, vertical, often vase-shaped members used to support a stair or porch handrail, forming a balustrade.

Balustrade: An entire rail system with top rail and balusters.

Bay: The portion of a façade between columns or piers providing regular divisions and usually marked by windows.

Belt course: A horizontal band usually marking the floor levels on the exterior façade of a building.

Bond: A term used to describe the various patterns in which brick (or stone) is laid, such as "common bond" or "Flemish bond".

Bracket: A projecting element of wood, stone, or metal which spans between horizontal and vertical surfaces (eaves, shelves, overhangs) as decorative support.

Building: A structure used to house human activity such as dwelling or garage.

Bulkhead: The structural panels just below display windows on storefronts. Bulkheads can be both supportive and decorative in design. Nineteenth century bulkheads are often of wood construction with rectangular raised panels. Twentieth-Century bulkheads may be of wood, brick, tile, or marble construction. Bulkheads are also referred to as kickplates.

Capital: The head of a column or pilaster.

Casement window: A window with one or two sashes that is hinged at the sides and usually opens outward.

Certificate of Appropriateness (COA): A document awarded by the Historic Zoning Commission (HZA) allowing an applicant to proceed with a proposed alteration, demolition, or new construction in a designated area or site, following a determination of the proposal's suitability according to applicable criteria.

Character: The qualities and attributes of any structure, site, street or district.

Classical order: Derived from Greek and Roman architecture, a column with its base, shaft, capital and entablature having standardized details and proportions, according to one of the five canonized modes: Doric, Tuscan, Ionic, Corinthian, or Composite.

Column: A circular or square vertical structural member.


Commission: The Sullivan County Historic Zoning Commission.

Common bond: A brickwork pattern where most courses are laid flat, with the long "stretcher" edge exposed, but every fifth to eighth course is laid perpendicularly with the small "header" end exposed, to structurally tie the wall together.

Compatible: In harmony with location and surroundings.

Configuration: The arrangement of elements and details on a building or structure, which help to define its character.

Contemporary: Reflecting characteristics of the current period. Contemporary denotes characteristics, which illustrate



that a building, structure, or detail was constructed in the present or recent past rather than being imitative or reflective, or a historic design.

Context: The setting in which a historic element, site, structure, street, or district exists.

Corbel: In masonry, a projection, or one of a series of projections, each stepped progressively farther forward with height and articulating a cornice or supporting an overhanging member.

Corinthian order: Most ornate classical characterized by a capital with ornamental acanthus leaves and curled fern shoots.

Cornice: The uppermost, projecting part of an entablature, or feature resembling it. Any projecting ornamental molding along the top of a wall, building, etc.

Demolition: Any act, which destroys in whole or in part a building or structure.

Demolition by Neglect: The destruction of a building or structure through abandonment or lack of maintenance.

Dentils: A row of small tooth-like blocks in a classical cornice.

Design Guidelines: Criteria developed by the community and HZC to identify design concerns in an area and to help property owners ensure that rehabilitation and new construction respect the character of designated buildings and districts.

Doric order: A classical order with simple, unadorned capitals, and with no base.

Due process: The established procedure by which legal action is carried out.

Double-hung window: A window with two sashes, one sliding vertically over the other.

Eave: The edge of a roof that projects beyond the face of a wall.

Element: A material part or detail of a site, structure, street, or district.

Elevation: Any one of the external faces or façades of a building.

Engaged column: A round column attached to a wall.

Entablature: A part of a building of classical order resting on the column capital; consists of an architrave, frieze, and cornice.

Fabric: The physical material of a building, structure, or community, connoting an interweaving of component parts.

Façade: The elevation of a building that is visible from a public or private right-of-way.

Fenestration: An opening in a structure, such as a door or window.

Flat arch: An arch whose wedge-shaped stones or bricks are set in a straight line; also called a jack arch.

Flemish bond: A brickwork pattern where the long "stretcher" edge of the brick is alternated with the small "header" end for decorative as well as structural effectiveness.

Fluting: Shallow, concave grooves running vertically on the shaft of a column, pilaster, or other surface.

Foundation: The lowest exposed portion of the building wall, which supports the structure above.


Frieze: The middle portion of a classical cornice; also applied decorative elements on an entablature or parapet wall.

Gable: The triangular section of a wall to carry a pitched roof.

Gable roof: A pitched roof with one downward slope on either side of a central, horizontal ridge.

Ghosts: Outlines or profiles of missing buildings or building details. These outlines may be visible through stains, paint, weathering, or other residue on a building's façade.

Guideline: Recommended, but not mandatory actions summarized in various parts these regulations, such as "Maintenance".



Harmony: Pleasing or congruent arrangement.

Height: The distance from the bottom to the top of a building or structure.

Hipped roof: A roof with uniform slopes on all sides.

Historic Structure: Any structure that is: 1) Listed individually in the National Register of Historic Places or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register; 2) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered district or a district preliminarily determined by the Secretary to qualify as a registered historic district; 3) Individually listed on a state inventory of historic places; or 4) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified by an approved state program as determined by the Secretary of the Interior.

Historic District: A geographically definable area with a significant concentration of buildings, structures, sites, spaces, or objects unified by past events, physical development, design, materials, workmanship, sense of cohesiveness, or related historical and aesthetic associations. The significance of a district may be recognized through listing in a local, state, or national landmarks register and may be protected legally through enactment of a local historic district Resolution administered by a historic district board or commission.

Historic Imitation: New construction or rehabilitation where elements or components mimic an architectural style but are not of the same historic period as the existing buildings (historic replica).

Hood molding: A projecting molding above an arch, doorway, or window, originally designed to direct water away from the opening; also called a drip mold.

HZC: The Sullivan County Regional Historic Zoning Commission.

Infill: New construction in historic districts on vacant lots or to replace existing buildings.

Ionic Order: One of the five classical orders used to describe decorative scroll capitals.

Jack Arch: (see Flat arch)

Keystone: The wedge-shaped top or center member of an arch.

Landmark: A building, structure, object or site, which is identified as a historic resource of particular significance.

Landscape: The totality of the built or human-influenced habitat experienced at any one place at any one time. Dominant features are topography, plant cover, buildings, or other structures in historic areas and districts.

Lintel: The horizontal top member of a window, door, or other opening.

Maintain: To keep in an existing state of preservation or repair.

Masonry: Exterior wall construction of brick or stone-laid up in small units.

Massing: The three-dimensional form of a building.

Material Change: A change that will affect either the exterior architectural or environmental features of an historic property or any structure, site, or work of art within an historic district.

Modillion: A horizontal bracket, often in the form of a plain block, ornamenting, or sometimes supporting, the underside of a cornice.


Mortar: A mixture of sand, lime, cement, and water used as a binding agent in masonry construction.

Mullion: A heavy vertical divider between windows or doors.

Multi-light Window: A window sash composed of more than one pane of glass.

Muntin: A secondary framing member to divide and hold the panes of glass in multi-light window or glazed door.

New Construction: Construction, which is characterized by the introduction of new elements, sites, buildings, or structures or additions to existing buildings and structures in historic areas and districts.



Normally Required: Mandatory actions, summarized in the guidelines, whose compliance is enforced by the Building Commissioner.

Obscured: Covered, concealed, or hidden from view.

Paneled door: A door composed of solid panels (either raised or recessed) held within a framework of rails and stiles.

Parapet: A low horizontal wall at the edge of a roof.

Pediment: A triangular crowning element forming the gable of a roof; any similar triangular element used over windows, doors, etc.

Pier: A vertical structural element, square or rectangular in cross-section.

Pilaster: A square pillar attached, but projecting from a wall, resembling a classical column.

Pitch: The degree of the slope of a roof.

Portland Cement: A strong, inflexible hydraulic cement used to bind mortar. Portland cement is harder than the masonry, thereby causing serious damage over annual freeze-thaw cycles and should not be used on old buildings.

Preservation: The act of maintaining the form and character of a building, as it presently exists. Preservation stops deterioration and stabilizes the structure. Generally, saving from destruction or deterioration old and historic buildings, sites, structures, and objects and providing for their continued use by means of restoration, rehabilitation, or adaptive use.

Pressed Tin: Decorative and functional metalwork made of molded tin used to sheath roofs, bays, and cornices.

Proportion: Harmonious relation of parts to one another or to the whole.

Public Notice: The classified advertisement of an event that is published in the local newspaper and posted in the county government building to notify the general public on the upcoming event. Regular monthly meetings are posted in the County Calendar of the Office of the County Mayor, and published in the local paper of general circulation per TCA requirements.

Quoins: A series of stone, bricks, or wood panels ornamenting the corners of a building.

Reconstruction: The act or process of reproducing by new construction the exact form and detail of a vanished building, structure, or object, or a part thereof, as is appeared to its historical, architectural, and cultural values.

Rehabilitation: The act or process of returning a property or building to usable condition through repair, alteration, and/or preservation of its features which are significant to its historical, architectural, and cultural values.

Restoration: The act or process of accurately taking a building's appearance back to a specific period of time by removing later work and by replacing missing earlier features to match the original.

Retain: To keep secure and intact. In the guidelines "retain" and "maintain" describe the act of keeping an element, detail, or structure and continuing the same level or repair to aid in the preservation of elements, sites and structures.


Re-use: To use again. An element, detail, or structure might be reused in historic districts.

Rhythm: Movement or fluctuation marked by regular occurrence or natural flow of related elements.

Ridge: The top horizontal member of a roof where the sloping surfaces meet.

Routine Maintenance: Actions, which do not constitute substantial material changes. Routine maintenance may include the following:

1. Replacement of window glass;
2. Caulking or weather-stripping;
3. Replacement of gutters and downspouts as long as the shape and location match the existing;
4. Replacement of small sections of masonry, damaged, or deteriorated siding, trim, roof materials, porch flooring, or steps as long as the replacement materials match the original or existing material in profile, dimensions, and details;
5. Installation of building address numbers;
6. Repair of existing outside lighting; or



7. Temporary signs such as political signs, real estate signs, etc.

Rusticated: Roughening of stonework or concrete blocks to give greater articulation to each block.

Sash: The moveable framework containing the glass in a window.

Scale: Proportional elements that demonstrate the size, material, and style of buildings.

Segmental Arch: An arch whose profile or radius is less than a semicircle.

Semi-circular Arch: An arch whose profile or radius is a half-circle the diameter of which equals the opening width.

Setting: The sum of attributes of a locality, neighborhood, or property that defines its character.

Shed Roof: A gently-pitched, almost flat roof with only one slope.

Sidelight: A vertical area of fixed glass on either side of a door or window.

Siding: The exterior wall covering or sheathing of a structure.

Significant: Having particularly important association within the contexts of architecture, history, and culture.

Sill: The bottom crosspiece of a window frame.

Stabilization: The act or process of applying measures essential to the maintenance of a deteriorated building as it exists at present, establishing structural stability and a weather-resistant enclosure.

Streetscape: The distinguishing character of a particular street as created by its width, degree of curvature, paving materials, design of the street furniture, and forms of surrounding buildings.

Style: A type of architecture distinguished by special characteristics of structure and ornament and often related in time; also a general quality of distinctive character.

Surround: A encircling border or decorative frame, usually at windows or doors.

Transom: A horizontal opening (or bar) over a door or window. (see Overlight)

Trim: The decorative framing of openings and other features on a façade.

APPENDIX IV

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